

Minutes of the Justice Committee

The Justice Committee of the McLean County Board met on Tuesday, October 4, 2016 at 4:30 p.m. in Room 400 of the Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Members Carlo Robustelli, Erik Rankin, George Wendt, Susan Schafer, Randall Martin and Scott Murphy

Members Absent: Chairman William Caisley

Other County Board
Members Present None

Staff Present: Mr. William Wasson, County Administrator; Ms. Hannah Eisner, Assistant County Administrator; Mr. Don Knapp, First Civil Assistant State's Attorney; and Ms. Julie Morlock, Recording Secretary;

Department Heads/

Elected Officials Present: Cassy Taylor, Director, Court Services; Mr. Jason Chambers, State's Attorney; Ms. Carla Barnes, Public Defender; Mr. Don Everhart, Circuit Clerk, Mr. Jon Sandage, Sheriff, Ms. Judy Brucker, Director, Children's Advocacy Center, Mr. Will Scanlon, Court Administrator, Circuit Court

Others Present: Ms. Becky Gaither, Circuit clerk; Mr. John Shim, State's Attorney's Office

Vice Chairman Robustelli called the meeting to order at 4:30 p.m. and declared a quorum.

Vice Chairman Robustelli presented the Minutes of the September 6, 2016 regular meeting of the Justice Committee for approval.

Motion by Schafer/Rankin to approve the minutes from the September 6, 2016 meeting of the Justice Committee.
Motion carried.

Vice Chairman Robustelli confirmed with Mr. Wasson there were no appearances by members of the public.

Ms. Carla Barnes, Public Defender presented her monthly report. Mr. Robustelli pointed out that 8 months into the year there are now four public defenders who have caseloads in excess of 400, and asked her if this was cause for concern. Ms. Barnes indicated she was confident in skills and abilities in the attorneys in her office and let the Committee know that they utilize all other resources at their disposal. She stated that she felt citizens are getting the best representation. Mr. Rankin stated that even the

best attorneys can feel pressure and asked if we are exceeding recommendations and if so, how she is staying on top of that. Ms. Barnes indicated that they have exceeded the recommended numbers, but reminded them that numbers on the report are not all open cases. She told the Committee they have weekly meetings to monitor staffing and shift cases and people as needed. Ms. Barnes indicated that she is also working with Mr. Wasson on a staffing change. Mr. Wendt asked if defendants ever say they lost because they did not have adequate representation and asked if we lost those appeals. Ms. Barnes indicated that we have not lost those appeals. Mr. Wendt stated that indicated to him they were getting good representation. Vice Chairman Robustelli asked if there were any further questions or comments; hearing none, he thanked Ms. Barnes.

Mr. Jon Sandage, Sheriff presented for action a request to approve the Task Force 6 Grant: Expanding Multi-Jurisdictional Narcotics Units.

Motion by Martin/Murphy to recommend approval of the Task Force 6 Grant: Expanding Multi-Jurisdictional Narcotics Units.
Motion Carried.

Mr. Sandage presented his monthly report for the Committee. Mr. Sandage indicated they had to house 98 bed days out of county in September at a rate of \$50/day. Vice Chairman Robustelli asked if there were any questions from the Committee; hearing none, he thanked Mr. Sandage.

Ms. Cassy Taylor, Director of Court Services presented her monthly reports. Vice Chairman Robustelli asked if there were any questions for Ms. Taylor; hearing none, he thanked Ms. Taylor.

Mr. John Shim, Assistant State's Attorney presented the State's Attorney monthly Caseload Report and Asset Forfeiture Fund Report to the Committee. Vice Chairman Robustelli asked if there were any questions or comments; hearing none, he thanked Mr. Shim.

Mr. Wasson presented the Coroner's monthly report. Vice Chairman Robustelli asked if there were any questions; hearing none, he moved on to Ms. Brucker with the Children's Advocacy Center.

Ms. Judy Brucker, Director, Children's Advocacy Center presented for action a request to approve the Illinois Criminal Justice Information Authority VOCA contract. She stated that this is a continuation grant and reflects an increase of about \$9,000.

Motion by Wendt/Rankin to recommend approval of the Illinois Criminal Justice Information Authority VOCA contract.
Motion Carried.

Ms. Brucker presented her monthly reports and background information on grants. Mr. Robustelli asked about number of children served versus the number of cases. Ms.

Brucker indicated 503 children have received services and that there could be more than one child to a case. Mr. Robustelli asked how many staff members she has to handle this number. Mr. Brucker indicated they have eight staff members and one part-time contractual therapist. Vice Chairman Robustelli asked if there were any further questions for Ms. Brucker; hearing none, he thanked her.

Mr. Don Everhart, McLean County Circuit Clerk presented for action a request to approve an amendment for services with Loomis Armored US, LLC.

Motion by Martin/Rankin to recommend approval of the Amendment for services with Loomis Armored US, LLC.
Motion Carried.

Mr. Everhart presented his monthly reports. Vice Chairman Robustelli asked if there were any questions or comments; hearing none, he thanked Mr. Everhart.

Mr. Will Scanlan, Court Administrator, Circuit Court presented for action a request to approve an Ordinance by the McLean County Board Amending the McLean County Code and Setting Juror Fees to be charged by the McLean County Circuit Clerk. He indicated that the Illinois Supreme Court declared the law regarding juror fees unconstitutional and so it returned all fees and mileage rates to those of May 31, 2015.

Motion by Schafer/Rankin to recommend approval of an Ordinance by the McLean County Board Amending the McLean County Code and Setting Juror Fees to be charged by the McLean County Circuit Clerk.
Motion Carried.

Mr. Bill Wasson, County Administrator, presented for action the Circuit Clerk's Office General Fund – 0001-0015 FY' 2017 Recommended Budget. Mr. Wasson stated that some revenue lines increased due to comptroller's debt recovery program. Mr. Wasson stated there had been no significant changes to expenditures in this budget. Vice Chairman Robustelli asked if there were questions; hearing none they voted and moved on to the next Fund.

Motion by Rankin/Schafer to recommend approval of the Circuit Clerk's Office General Fund – 0001-0015 FY' 2017 Recommended Budget as submitted.
Motion carried.

Mr. Wasson presented for approval the Circuit Clerk Operation & Administration – 0138-0015 FY' 2017 Recommended Budget. Mr. Wasson stated that revenue decreased in several lines as fewer fees are being recovered do to the expansion of fees especially those directed to go to the State level first. He indicated that they are concerned with fee restructuring discussions in the legislature because those efforts could further reduce the local shares. He stated that they have worked to find places to reduce expenditures to help offset reductions in revenue. Mr. Wasson stated one expenditure

in this budget is the purchase of office chairs as many have passed their useful life. Mr. Rankin asked about the definition of useful life. Mr. Wasson indicated that when they could no longer repair a chair it is past its useful life. Mr. Martin asked about digitizing items. Mr. Everhart indicated that even though there is a Supreme Court ruling saying they have to file electronically, they still have to print the documents out for the Court and then have a place to store them. He also discussed storage per their record retention policy and then microfilming the documents once paper is no longer required. Mr. Robustelli asked if a new electronic justice system was on the 5-year capital budget plan. Mr. Wasson discussed the electronic system and funding they need for the case management system as they can cost between 12 and 14 million dollars. Mr. Wasson stated they have been told we have better universal capabilities in our County system than anything that is on the market to purchase today. He stated that we need a system where case management system works with a law enforcement module, but technology not moving quickly in this area. Mr. Rankin asked about the life span of EJIS. Mr. Wasson stated that since we own the code we have done updates and changed platforms to help us continue to use the system. He stated that systems on the market now are not as integrated, so we would have to determine what we would give up versus what we would gain as both would surely be the case. Mr. Rankin asked when the software was implemented. Mr. Wasson stated it was in 2000. Vice Chairman Robustelli asked if there were any further questions; hearing none, they voted and moved on to the next Fund.

Motion by Rankin/Murphy to recommend approval of the Circuit Clerk's Office Operation and Administration – 0138-0015 FY' 2017 Recommended Budget as Submitted.

Motion carried.

Mr. Wasson presented for approval the Circuit Clerk Court Automation – 0140-0015 FY' 2017 Recommended Budget. Mr. Wasson stated that there are a number of expenditures relating to technology and improvements within the automation fund. He stated that most of these were requested by the Court to meet the operation needs of the Court system. Mr. Rankin asked about line item 0621.0005 computers under \$1,000 and the total amount. Mr. Wasson stated that they are replacing 60 computers which are all the computers in the office and confirmed that each of them were under \$1,000. Vice Chairman Robustelli asked if there were any other questions; hearing none, they moved on to the next Fund

Motion by Martin/Rankin to recommend approval of the Circuit Clerk's Office Court Automation – 0140-0015 Recommended Budget as Submitted.

Motion carried.

Mr. Wasson presented for approval the Circuit Clerk Document Storage Fund – 0142-0015 FY' 2017 Recommended Budget. Mr. Wasson stated that expenditures include microfilming services and folder jackets. Vice Chairman Robustelli asked if there were any questions; hearing none, they moved on to the next Fund.

Motion by Murphy/Rankin to recommend approval of the Circuit Clerk's Document Storage Fund – 0142-0015 FY' 2017 Recommended Budget as Submitted.

Motion carried.

Mr. Wasson presented for action the Circuit Clerk Child Support Collection – 0143-0015 FY' 2017 Recommended Budget. Mr. Wasson stated that there have been changes in how revenue is determined in this fund, but based on year-to-date from last year we are close in our estimation for the 2017 Budget. Mr. Wasson stated that there were no significant changes to expenditures in this budget. Vice Chairman Robustelli asked if there were any questions; hearing none, they moved to the next Fund.

Motion by Rankin/Martin to recommend approval of the Circuit Clerk's Child Support Collection Fund – 0143-0015 FY 2017 Recommended Budget as Submitted.

Motion carried.

Mr. Wasson presented for approval the Circuit Clerk IDPA IV-D Child Support Enforcement Program Fund – 0156-0015 FY'2017 Recommended Budget. Mr. Wasson indicated there were no significant changes to the revenue or expenditures. Vice Chairman Robustelli asked if there were any questions; hearing none, they moved on to the Court Services Department.

Motion by Martin/Murphy to recommend approval of the Circuit Clerk's IDPA IV D Child Support Enforcement Program Fund – 0156-0015 FY' 2017 Recommended Budget as Submitted.

Motion carried.

Mr. Robustelli asked the Committee if they were ok with considering all sub programs in the Court Service department Fund 0001 as one motion. Committee concurred. Mr. Wasson stated on the revenue side of the Juvenile Detention Center budget they did not expect to receive the same amount in probation officer salary reimbursement they had received last year. Mr. Wasson stated that for expenditures at the Juvenile Detention Center there was an addition of one FTE part time juvenile detention officer. He indicated that this gives them some flexibility to meet staffing requirements when individuals are on leave or vacation as they are currently at minimum staffing levels. Mr. Wasson indicated there were also a couple of increases for maintenance agreements for radios, food pricing and a new copier contract. Mr. Rankin asked what the minimums are for staffing. Ms. Waltz explained the minimum numbers and duties those individuals have on each shift. She discussed how working at the minimum levels makes it hard to cover when someone is sick, on vacation or if someone would leave employment with the County. Ms. Waltz stated that we have been able to hire individuals who intern with us from local universities which makes training quicker. Mr. Rankin asked if this was one part time person. Ms. Waltz stated it is one FTE but it will

be used for two part-time people. Vice Chairman Robustelli asked if there were additional questions on this program; hearing none, they moved on to next program.

Mr. Wasson presented the Court Services probation program and indicated there are no major changes to this budget only small increases for copy expenses and folder/intake packets. He also noted that they talked with all departments about evaluating cell phone provisions to determine true need in the department and this department looked at this to see what they could do without from a cost savings standpoint. Vice Chairman Robustelli asked if there were questions on this program; hearing none, they moved on to the next program.

Mr. Wasson presented the pretrial (0068) program and indicated there is a significant increase in this budget. He reminded the Committee about the agreement they entered into which increased our pre-trial program with funding provided by the State through an Arnold Foundation Grant. Mr. Wasson stated there are also some increased expenditures related to the new assessment processes. Ms. Taylor stated they have increased staff from two to five in this program. Mr. Rankin asked about storage for their department. Mr. Wasson said storage is an issue but that Court Services is one of the best departments regarding record retention and staying on top of document destruction. He stated that Court Services has a retention policy that does allow for destruction where as the Circuit Clerk's office has to microfilm all documents even when they can get rid of paper copies. Vice Chairman Robustelli asked if there were any further questions; hearing none, they moved on to the next program.

Mr. Wasson presented the SAMHSA Grant (0093) budget and indicated there were no significant changes from last year. He stated we have two more years with an option to extend at that point. Mr. Wendt asked about the employee at the end of program term. Mr. Wasson stated that we have had programs where funding has gone away and we have to decide whether to continue services and continue employing personnel. Mr. Wendt indicated that he worried about losing good employees. Mr. Wasson stated that we can sometimes move employees from one program to another. Mr. Wasson discussed how they work hard to run programs in the most economical way so they can continue services. Vice Chairman Robustelli asked if there were any further questions; hearing none, they moved on to the next program.

Mr. Wasson indicated to the Committee that the Juvenile Redeploy Grant was zeroed out. He stated that populations provided for in this grant have become increasingly restricted and funding has not come from state regularly. Mr. Wasson stated that even though they did finally receive funding from the State for the program, the County funded for an entire year before State funds arrived. Mr. Wasson stated they discussed providing many of these services internally through other means. He stated that they might come back in the future and tell the Committee that they want to reapply for this grant, especially if funding becomes more consistent. Ms. Taylor concurred on the restricted services and working to be able to offer services to youth through other programs. Mr. Robustelli stated that psychiatric services was one of the services offered and asked about still being able to provide those services. Ms. Taylor indicated

they had applied for an RNR proposal to the health department and about \$20,000 of that was for psychological services. Ms. Schafer asked what impact there would be on those youth if that was not passed through the Health Department. Ms. Taylor said she would probably have to amend her budget regarding probation fees to deal with indigent families, increase costs to those who could pay and look to Courts to see what other funds were available. Mr. Robustelli stated that he felt this was a critical service and asked to hear back from her if they did not receive funding from the Health Department so the Committee could help find ways to fund these services to this population. Ms. Schafer asked the Committee how strongly they feel about supporting this program. Consensus of the Committee was this service needs to be provided. Mr. Robustelli stated that this is high priority for this Committee, the Board and the Community. Vice Chairman Robustelli asked if there were any other questions regarding this Fund; hearing none they voted on the Fund Budget and moved to the next Fund.

Motion by Wendt/Murphy to recommend approval of the Court Services Department Fund 0001 Programs including Juvenile Detention (0022), Court Services (0024), Pretrial (0068), Adults Treatment SAMHSA Grant (0093) and Juvenile Redeploy Grant (0095) FY 2017 Recommended Budgets.

Motion Carried.

Mr. Wasson presented Court Services Probation Services Fund (0146 – 0022). He stated that fees paid by individuals serving probation directly fund the processes in this program. He noted that we were able to have a graduate assistant work in the program, which gave us additional resources for the program. Mr. Wasson stated that this is the most likely area to provide temporary assistance with the Juvenile Redeploy services if funding is not received from the Health Department. Ms. Taylor stated that any changes in probation fees budget would have to be changed in their annual plan and approved by the Illinois State Supreme Court. Vice Chairman Robustelli asked if there were any questions or comments; hearing none, they moved on to Children's Advocacy Center.

Motion by Murphy/Schafer to recommend approval of the Court Services Probation Services Fund (0146-0022) FY 2017 Recommended Budget.

Motion Carried.

Mr. Wasson presented for approval the Children's Advocacy Center – 0129-0021, Children's Advocacy Center – CASA 0129-0097 and Children's Advocacy Center – Multi-County Services (0129-0101) FY 2017 Recommended Budgets. Mr. Wasson stated that budgets have significantly changed in the last two years as they divided the CAC budget into three programs. Mr. Wasson explained breaking out part of the budget to show the costs associated with providing services in Livingston and Dewitt Counties. Mr. Wasson also explained the changes in the relationship between McLean County CAC and the Children's Protective Network, which now provides money to CAC through a grant, and then CAC provides for services directly without submitting invoices

and paperwork through CPN. Ms. Brucker stated this was a positive change for them as it has streamlined many processes including the grant process so now are all under McLean County whereas before some grants were under CPN. Mr. Wasson stated that this has allowed them to cut down on support staffing without limiting services. Mr. Rankin asked about fund raising. Ms. Brucker indicated that the Child Protection Network handles more of the fundraising as they are a fundraising board. Mr. Wasson pointed out that CAC and CASA staff are now able to focus on services. Mr. Rankin stated he was glad to hear that. He stated that he felt they were underfunded and wondered what other services they could bring to the community if properly funded. Ms. Brucker indicated CAC centers and CASA programs statewide may have the opportunity to access more funding for programs in 2017 as more grants are being released. She stated that they are meeting all statutory requirements but they have a list of there are other things they would like to do to help child abuse victims if funding becomes available. Vice Chairman Robustelli asked if there were any further questions; hearing none, they moved on to the State's Attorney's office.

Motion by Martin/Rankin to recommend approval of the Children's Advocacy Center – 0129-0062 Children's Advocacy Center – CASA 0129-0097 and Children's Advocacy Center – Multi-County Services (0129-0101) FY 2017 Recommended Budgets.

Motion carried.

Mr. Wasson presented the State's Attorney Office – 0001-0020 and State's Attorneys IV-D Child Support Enforcement (0156 – 0020) FY 2017 Recommended budgets. Mr. Wasson stated there were no significant changes to the budget. Mr. Wasson stated that reason for that is because State's Attorney has been willing to evaluate and use restricted funds to help cover some expenses. Mr. Chambers stated they use Drug Asset Forfeiture Funds for replacement of equipment or other needs of the office as long as productive such as training programs when they are not able to do training online such as homicide training. Mr. Chambers indicated that when body cameras go on line they will not be able to cover with asset forfeiture funds and will be back to the committee for funding. He indicated he could use asset forfeiture funds for the storage of the data but not for other expenses. He stated they have already looked at hiring a transcriptionist as time spent on that will increase dramatically with body cameras. Mr. Rankin asked about backup systems and if they would be cloud based. Mr. Wasson discussed backup systems on site and making sure information is not lost. Mr. Chambers indicated hardware for storage is about \$60,000, but that he was not sure of our cost as we are not a repository of evidence. He stated that if Bloomington, Normal and the Sheriff have their own storage, then the State's Attorney may not need as much. Mr. Wasson stated they hoped that fiber connections put in place in the last several years between all entities will assist with communication between systems. Ms. Schafer asked about software for all body cameras and if they would be the same. Mr. Chambers indicated that is currently a challenge because they have different software so it will probably be a challenge with that too. He stated that there are about 20 law enforcement agencies in the county with 20 different software programs and the State's Attorney's office has one computer in the office that holds all different software and it

has to be replaced regularly to keep up with the updates to all the software. He stated that when there is an update, they have to pay for update to software and which might delay access to the data in that program for a couple of weeks. Mr. Wasson discussed how EJIS works with these systems and if we went with a case management system that is not integrated with all agencies in the County, communication between systems would be challenging. Mr. Chambers indicated we need to access video without delay as we have 48 hours to charge and if we do not charge then we might have to release them. Mr. Robustelli asked if there were any questions; hearing none, he thanked Mr. Chambers.

Motion by Wendt/Murphy to recommend approval of State’s Attorney Office – 0001-0020 and State’s Attorneys IV-D Child Support Enforcement (0156 – 0020) FY’ 2017 Recommended budgets.
Motion Carried.

Mr. Wasson presented his monthly report on staffing. Mr. Robustelli asked if there were any questions or comments; hearing none, he thanked Mr. Wasson.

Vice Chairman Robustelli presented the Justice Committee bills for review and approval as transmitted by the County Auditor with a Prepaid Total of \$360,066.77 and a Fund Total that is the same as of September 22, 2016. He also has a transfer of \$996.00 from the Circuit Clerk’s office.

MCLEAN COUNTY BOARD COMMITTEE REPORT

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AS OF 9/22/2016

EXPENDITURE SUMMARY BY FUND

Justice Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$96,826.28	\$96,826.28
0129	CHILDREN'S ADVOCACY CNTR		\$6,585.64	\$6,585.64
0138	CIRCUIT CLK/OPER & ADMIN		\$829.17	\$829.17
0141	COURT SECURITY		\$3,754.91	\$3,754.91
0142	COURT DOCUMENT STORAGE		\$2,720.83	\$2,720.83
0143	CHILD SUPPORT COLLECTION		\$424.63	\$424.63
0146	ADULT PROBATION SERVICES		\$1,803.27	\$1,803.27
0152	ASSET FORFEITURE-SAO		\$183.18	\$183.18
0155	ASSET FORFEITURE-SHERIFF		\$40,091.73	\$40,091.73
0156	IDPA IV-D PROJECT		\$26,488.18	\$26,488.18
0170	NEUTRAL SITE CUSTODY EXCH		\$4,167.00	\$4,167.00
0171	CHILDREN'S WAITING ROOM		\$2,750.00	\$2,750.00
0450	ETSB SURCHARGE FUND/E-911		\$128,490.07	\$128,490.07
0452	METRO COMMUNICATIONS CTR		\$43,704.25	\$43,704.25
0506	LAW LIBRARY		\$1,247.63	\$1,247.63
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			\$360,066.77	\$360,066.77

Motion by Martin/Rankin to approve the Justice Committee Bills as transmitted by the County Auditor.
Motion carried.

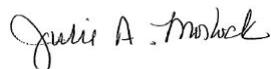


COMMITTEE CHAIRMAN

Vice Chairman Robustelli asked if there was any other business or communication for the Justice Committee; hearing none, he adjourned the meeting.

Meeting was adjourned at 6:15 p.m.

Respectfully submitted,



Julie Morlock
Recording Secretary